

**External Audit Review Oversight Committee Minutes
March 21, 2017 – 5:45 P.M.**

The meeting was called to order at 5:45 p.m. by David Frohling in Room 4C – Fourth Floor of the Administration Building.

Members present: David Frohling, Russell Kottke, Mary Bobholz, and Stephanie Justmann.

Also present were: James Mielke, County Administrator, Monica Hooper Fiscal and Support Services Division Manager, Finance Director Julie Kolp, and Human Services and Health Board Director Becky Bell, County Board Supervisor Donna Maly.

Frohling certified that public notice was given for this meeting and complies with the requirements of Wisconsin's open meetings law.

There was no public comment.

A motion was made by Bobholz and seconded by Kottke to approve the minutes of the November 2, 2016 meeting as presented. The motion carried.

Discussion on committee structure. The committee decided to add the External Audit Review Oversight Committee structure to the April Executive Committee Agenda.

Frohling called upon Monica Hooper who reviewed the Baker Tilly Operational Review chart. Hooper reviewed the chart with the committee drawing attention to page 7, item 4 - financial reports and reimbursement requests for state and federal grants. The review of these reports is now being done and this item on the chart is now complete. Ms. Hooper reported all items shown in yellow on the chart/report are complete. (Chart attached to minutes.)

Ms. Hooper also provided an oral report regarding the implementation of the NetSmart Billing Software. Ms. Hooper provided a few updates to other items on the chart and stated the chart is being worked on continuously.

Supervisor Frohling commended Ms. Hooper on the job she has done in the short time she has worked for Dodge County. Ms. Hooper began her duties and responsibilities on March 1st.

Next suggested meeting is scheduled for Tuesday, June 20, 2017, at 5:45 p.m. in meeting room 4C, fourth floor of the Dodge County Administration Building.

With no further business on the agenda, Chair Frohling declared the meeting adjourned at 6:33 p.m.



Russell Kottke, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.